



MASTER OF BUSINESS ADMINISTRATION STUDENT HANDBOOK

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*This handbook is intended to be read in conjunction with the Graduate Catalog: <https://catalog.tamucc.edu/graduate/>
and the Graduate Student Handbook <https://www.tamucc.edu/academics/graduate-education/masters-students.php>.*

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SECTION I. MESSAGE FROM THE MANAGER, GRADUATE PROGRAMS

Congratulations on your acceptance to our Master of Business Administration (MBA) program at Texas A&M University-Corpus Christi. This is a major accomplishment that comes with a significant financial, academic, and personal commitment on your part. The College of Business at Texas A&M University-Corpus Christi has developed this student handbook to ensure that you are successful and kept informed regarding program specific expectations and requirements, and resources and services available to you. It was developed electronically to provide you live links to other useful information.

The College of Business Graduate Studies office is located on the second floor of the O'Connor Building, Suite 234. Hours of operation are 8:00 am – 5:00 pm Monday – Friday. Please feel free to stop by any time and/or share any suggestions on how to improve this student handbook. Best of luck on your exciting, new undertaking! I look forward to talking with you.

Sharon Davidson Polansky, MBA, CPA
Manager, Graduate Programs
College of Business

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SECTION II. STAFF



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SECTION III. ADMISSIONS

Program Admission Requirements

Applicants must comply with University procedures and meet University standards for admission. Applicants must submit a Graduate Admission Application. Applicants are required to submit Graduate Management Admissions Test (GMAT) or Graduate Record Examination (GRE) scores prior to admission. Generally, GMAT and GRE scores will not be accepted if over five years old. The GMAT or GRE is not required of applicants with a last 60 hours GPA of at least 3.0.

Complete Application for Admissions: Apply for Admission via [Apply Texas Application](#). An applicant may defer admission to an earlier/later term. Applications are valid for one year. One deferral is allowed per application. Application fee is \$50 for US citizens, \$70 for International Students.

Please Note: Applicants who wish to apply for a different program will be required to submit a new application. The application-processing fee is required for each application submitted.

- Official transcripts from all undergraduate and graduate course work taken at any accredited college or university attended (International applicants will be required to submit relevant International transcripts)
- Official GMAT or GRE scores (Within five years of the date of application)

*Please allow 3-5 business days to receive Student ID before submitting additional supporting documents. Submit all supporting documents online.

Program Admission Deadlines

The online MBA program admission deadlines can be found at <https://online.tamucc.edu/degrees/business/mba/general/#admissions>.

Admission Review Process/ Timeline

Admission decisions are made based on undergraduate performance, GMAT or GRE scores (if required), experience, and other indicators of the ability to pursue graduate study successfully. To be accepted in the graduate program, in addition to other requirements, applicants must be in good standing at the college or university they previously attended.

SECTION IV. ACADEMIC PROGRESSION

Program Degree Requirements

*The number of hours required for the **MBA** degree ranges from 30 to 45 and varies by concentration area and necessity for foundational courses for students with nonbusiness degrees. The program may require up to 45 hours of graduate work for nonbusiness majors and may be completed in as few as 30 hours for students with an undergraduate degree in business. The selection of a concentration would increase the number of hours in the program of study to 36 for a student with an undergraduate degree in business.*

Degree Plan

Students who have had no undergraduate work in business may be required to complete 9 credits of core courses designed to provide preparation comparable to the professional core in the undergraduate curriculum of the College of Business. Some or all core courses may be waived for students who have completed comparable undergraduate courses.

Core Courses The following courses form the core knowledge in business required for students with nonbusiness undergraduate degrees. Core courses cannot be taken for advanced course credit. Students must be admitted to the **MBA** program before enrolling in graduate-level core courses.

- ACCT 5312 Foundations of Accounting **3 sem. hrs.**
- BAIS 5315 Statistical and Decision Analysis **3 sem. hrs.**
- FINA 5311 Financial Management Concepts **3 sem. hrs.**

Total Core Hours: 9

Note:

The Manager, Graduate Programs may waive core courses if the student has previously completed appropriate business courses. Graduate students from other colleges should consult the Manager, Graduate Programs in the College of Business for selection of appropriate courses. Courses need to be taken in an order that allows satisfying the prerequisite requirements (check course descriptions for prerequisites).

In addition to satisfying the core requirements in business, all **MBA** students must complete a minimum of 30 credits of advanced graduate courses (36 hours for those electing to concentrate in Accounting, Business Analytics, Finance, Health Care Administration, International Business, or Management as listed below). These advanced courses should be taken in the order listed to enhance understanding of course materials and satisfy needed prerequisites.

Advanced Courses:

- **BAIS 5310 Software Based Business Solutions 3 sem. hrs.**
- **OPSY 5315 Operations Management 3 sem. hrs.**
- **ECON 5315 Managerial Economics 3 sem. hrs.**
- **ACCT 5315 Accounting Topics 3 sem. hrs.**
- **FINA 5320 Managerial Finance 3 sem. hrs.**
- **MGMT 5320 Organizational Behavior and Theory 3 sem. hrs.**
- **MKTG 5320 Marketing Management 3 sem. hrs.**
- **MGMT 5355 Administrative Strategy and Policy 3 sem. hrs.***
- **Approved Electives 6 sem. hrs.**

Total Advanced Hours: 30

*Must be taken at the end of the program after completion of all advanced, non-elective, courses. In unusual circumstances, it may be taken concurrently with the final required courses with the permission of the Manager, Graduate Programs.

Students with an undergraduate major in the field of an advanced course may substitute an additional approved elective in that field. At least 18 credits must be in areas other than the area of concentration. Electives (courses numbered above 5315) are selected from the offerings of the College of Business.

Concentration Courses

A concentration is not required in the **MBA** but is available to students desiring degree specialization. Students who elect to concentrate in Accounting, Business Analytics, Finance, Business of Health Care Administration, International Business, Management, or Human Resources are required to complete 36 hours of advanced courses: 24 hours of required credits and 12 hours in the area of concentration.

Accounting Concentration Requirements: (12 semester hours from the following)

-
- ACCT 5337 Taxes and Business Strategy 3 sem. hrs.
 - ACCT 5340 Forensic Accounting 3 sem. hrs.
 - ACCT 5351 Strategic Cost Management 3 sem. hrs.
 - ACCT 5396 Directed Individual Research Or Readings 1-3 sem. hrs.
 - ACCT 5398 Accounting Internship 3 sem. hrs.
 - BLAW 5345 Ethics for Accountants 3 sem. hrs.

Business Analytics Concentration Requirements: (12 semester hours from the following)

Required courses (9 semester hours)

- BAIS 5320 Business Database Management 3 sem. hrs.
- BAIS 5330 Business Intelligence and Analytics 3 sem. hrs.
- BAIS 5340 Data Mining for Business Intelligence 3 sem. hrs.

Elective course (3 semester hours from the following)

- BAIS 5335 Managing the Information Systems Function 3 sem. hrs.
- BAIS 5345 Programming in Business Analytics 3 sem. hrs.
- BAIS 5350 Enterprise Resource Planning 3 sem. hrs.
- BAIS 5360 Managing IT Projects 3 sem. hrs.

Finance Concentration Requirements: (12 semester hours from the following)

-
- FINA 5325 Real Estate Finance and Investments 3 sem. hrs.
 - FINA 5333 Personal Financial Planning 3 sem. hrs.
 - FINA 5335 Multinational Finance 3 sem. hrs.
 - FINA 5340 Investment and Portfolio Theory 3 sem. hrs.
 - FINA 5345 Financial Markets and Institutions 3 sem. hrs.
 - FINA 5370 Seminar 1-3 sem. hrs.
 - FINA 5396 Directed Individual Research Or Readings 1-3 sem. hrs.

Business of Health Care Administration Concentration Requirements:

-
- BUHC 5312 The Health Care System 3 sem. hrs.

- BUHC 5320 Health Economics and Policy **3 sem. hrs.**
- BUHC 5325 Health Care Financial Management **3 sem. hrs.**
- BUHC 5330 Health Law and Ethics **3 sem. hrs.**

International Business Concentration Requirements: (12 semester hours from the following)

-
- ECON 5335 International Economics **3 sem. hrs.**
 - FINA 5335 Multinational Finance **3 sem. hrs.**
 - MGMT 5335 Multinational Management **3 sem. hrs.**
 - MKTG 5335 Marketing in the International Environment **3 sem. hrs.**
 - Approved Graduate Elective **3 sem. hrs.**

Management Concentration Requirements: (12 semester hours from the following)

-
- MGMT 5330 Leadership **3 sem. hrs.**
 - MGMT 5335 Multinational Management **3 sem. hrs.**
 - MGMT 5350 Entrepreneurship **3 sem. hrs.**
 - MGMT 5360 Human Resource Management **3 sem. hrs.**
 - MGMT 5370 Seminar **1-3 sem. hrs.**

Human Resources Concentration Requirements:

-
- MGMT 5330 Leadership **3 sem. hrs.**
 - MGMT 5360 Human Resource Management **3 sem. hrs.**
 - MGMT 5361 Talent Management **3 sem. hrs.**
 - MGMT 5362 Training and Development **3 sem. hrs.**

Note:

Students in all graduate business programs must comply with the college academic policies and requirements described previously.

Culminating Event/Exit Requirements

Capstone: MGMT 5355

SECTION V. COURSE OFFERING SEQUENCE

ONLINE MBA	FALL	SPRING	SUMMER	
Core Courses	ACCT 5312 BAIS 5315 FINA 5311	ACCT 5312 BAIS 5315 FINA 5311	ACCT 5312 BAIS 5315 FINA 5311	
Advanced Courses	BAIS 5310 OPSY 5315 ECON 5315 ACCT 5315 FINA 5320 MGMT 5320 MKTG 5320 MGMT 5355	BAIS 5310 OPSY 5315 ECON 5315 ACCT 5315 FINA 5320 MGMT 5320 MKTG 5320 MGMT 5355	BAIS 5310 OPSY 5315 ECON 5315 ACCT 5315 FINA 5320 MGMT 5320 MKTG 5320 MGMT 5355	
Electives/Concentration Courses	ACCT 5340 ACCT 5351 BAIS 5320 BAIS 5330 BAIS 5340 BAIS 5360 BLAW 5345 FINA 5335 BUHC 5320 BUHC 5325 MGMT 5330 MGMT 5350 MGMT 5360 MGMT 5361 MGMT 5362 MKTG 5335	ACCT 5337 ACCT 5340 ACCT 5351 BAIS 5320 BAIS 5330 BAIS 5340 BAIS 5345 BLAW 5345 BAIS 5345 BLAW 5345 ECON 5335 FINA 5325 FINA 5340 BUHC 5312 BUHC 5320 BUHC 5330 MGMT 5330 BUHC 5320 BUHC 5325 BUHC 5330 MGMT 5330 MGMT5350 MGMT 5360 MGMT 5361	ACCT 5337 BAIS 5320 BAIS 5330 BAIS 5340 BAIS 5345 BLAW 5345 FINA 5333 FINA 5345 BUHC 5312 BUHC 5320 BUHC 5330 MGMT 5330 MGMT 5335 MGMT 5350 MGMT 5360 MGMT 5362 MKTG 5330	

SECTION VI. PROGRAM SPECIFIC INFORMATION

Student Organizations

- Student Economic Association (SEA)
- Student Accounting Society (SAS)
- CEO
- Student Finance Association (SFA)
- Society for Advancement of Management (SAM)
- Society for Human Resource Management
- MIS Association
- American Marketing Association (AMA)
- Delta Sigma Pi

Program/College Awards

- The business and accounting undergraduate and master's degree programs are accredited by AACSB International – The Association to Advance Collegiate Schools of Business.